

Rowe Board of Selectmen Meeting
August 8, 2018
6:00 P.M.
Rowe Town Hall – Meeting Room 1

Board of Selectmen: Chair Jennifer Morse, Selectman Chuck Sokol
Administrative Clerk: Paul McLatchy III
Planning Board: Chair David Roberson, Jodi Brown, Robin Reed, Douglas Wilson
Audience of Citizens: Prue Berry, Jim Davidson, Virginia Gabert, Police Chief Julie Shippee

Call to Order: The meeting was called to order by Chair Morse at 6:12 P.M., a quorum of the board present.

Goal Post: The Board of Selectmen met jointly with the Planning Board for the purpose of discussing the printing and dissemination of the Goal Post. Chair Roberson began by explaining that his board is aware that there have been various issues with the Goal Post, and they have been discussing them in meetings. However, there have been differing opinions on how best to resolve issues, leaving the Planning Board at an impasse.

Executive Secretary Janice Boudreau sent a list of concerns (attached) to the Board of Selectmen. Her biggest concern is the amount of time being taken up out of her day to help print the Goal Post, as well as other tasks associated with the newsletter. Ms. Boureau estimates that nearly \$1,300 a year is being spent for her to work on Goal Post items. She also noted that the large number of pages printed will wear the printer down faster than if it was just being used for basic tasks. Lastly, she pointed out that by mailing it out by bulk mailing, the town was not supporting its local post office.

Mr. Wilson, who is the editor of the Goal Post, said that he had spoken with Staples, Copycat printing in Greenfield, and a third business (which he could not remember). They had provided estimates of \$400-\$750 a month to print each issue. Based on the current cost arrangements with Bakers, he calculated that it costs approximately \$100 a month to print in-house, a substantial savings. He also said that by bringing it to Adams in Greenfield, the cost of mailing is about 50% less than if it were to be mailed out first-class, though he did not provide a dollar figure.

A suggestion was made that perhaps the large printer could be moved to a public location within the building, and then printed to from a laptop belonging to the Planning Board. This would allow Mr. Wilson to print the Goal Post in-house, but without needing to involve Ms. Boudreau. It would also allow other officials to utilize the printer when the administrative office is closed.

Chair Morse asked the Planning Board about using digital distribution methods- e-mail, website, etc... Ms. Reed asked about sending out a survey asking people how (and if) they would like to receive it. This idea was well received and will likely be pursued by the Planning Board.

The Selectmen thanked the Planning Board for attending. They left to continue their meeting at 6:53.

Minutes: The minutes of July 25th were presented. A motion was made by Chair Morse to accept the minutes as written, and was seconded by Selectman Sokol. However, upon further review, a small section seemed to be missing, so the motion was withdrawn and the minutes will be addressed at the next meeting.

Municipal Light Plant: Selectman Sokol reported that he needs to meet with Highway Superintendent Larned to talk about the location of the central hut. Otherwise, things are moving along and no action is needed by the Selectmen at this time.

County Road: No action will be taken tonight. Chair Morse had a meeting with Bob Dean from FRCOG scheduled, but needed to cancel it. They will meet next week to discuss the process of petitioning the FRCOG Executive Committee to turn it over to town control. Once petitioned, the Executive Committee will hold a public hearing. Before this happens, however, the Selectmen agreed that they will need to meet with all abutters, so that nothing is done without including them and getting their feedback.

Training Expenses: Chief Julie Shippee informed the Board that she had put in calls to a number of hotels to reserve a room for upcoming police training. None of them were willing to take a check, and required a credit card. She received a call today from one hotel that was willing to accept a check. Chair Morse noted that the Board had previously voted to have the treasurer obtain a credit card for instances like this, so hopefully matters like this won't happen again.

Insurance Information: There are two packets of information (attached) going over insurance-related matters. The first is a list of all active and retired employees, which plans they are on, and how much it costs the town per month for each person. The second packet includes copies of town meeting votes for various insurance questions. The vote for raising the percentage from 75% to 85% occurred between 1990 and 2007, but the Selectboard minutes from those years are on a floppy disk and haven't been able to be read yet, and as such are not included. Copies of both spreadsheets have been sent to town counsel. Selectman Sokol will update the employee spreadsheet to see cost estimates if the town changed its percent to 80% and 75%.

Painting Project: The painting project is ongoing. Someone is coming in to take a look at the bird's nest outside the main door, which may have to be removed in order to paint. The painters will be working on the building, then the gazebo, so there is still some time before that point is reached. The lift is still available for another 2½ weeks. The sign that was taken off of the front of the building has two different sides to it, and the Board needs to decide which side to have facing out. A motion was made by Selectman Sokol and seconded by Chair Morse to have the side saying "Established 1765" facing out. The vote was 2-0-0 in favor.

Kings Highway: Chair Morse has spoken with Gill Engineering, who informed her that the estimate for the engineering study would be the same whether the road is open or not during construction. Therefore, Chair Morse made a motion to sign the Gill Engineering contract for the Kings Highway bridge replacement. The motion was seconded by Selectman Sokol, and the vote was 2-0-0 in favor.

Fire Burn House Agreement: The owner of an old vacant house in town has offered to let the Fire Department burn it down for training purposes. Town Counsel was contacted, and she responded with advice on an agreement between the town and homeowner. One will be drafted by her. Chair Morse has emailed the assessors to see if a tax abatement or reduction could be applied, as the building will be used for town training purposes.

Resignation: Park Commissioner Michael Phillips will be moving out of town at the end of August, and has submitted his letter of resignation. Selectman Sokol spoke with Commissioner Sue Williams, who said the Commission will put together a list of names for the Selectmen to review.

Hazardous Mitigation Plan: A copy of the Hazardous Mitigation Plan was included, and will be discussed at the August 21st meeting.

MGL c.40U: An email was received from Alan Hope to the Board of Health regarding the adoption of MGL c.40U. This allows municipalities to attach penalties for non-compliance to properties and collect unpaid municipal fines. The members of the Board will review the email.

Blackboard Renewal Notice: Mr. McLatchy has followed up with Blackboard Connect, and an invoice will be received soon.

Tax Recap Sheets: Town Accountant Tracey Baronas requested that her tax recap sheets be included in the Selectmen's packet. Mr. McLatchy was asked to forward copies to the Finance Committee.

Fire Department Monthly Report: The July monthly report was read. Four new members that recently joined are still engaged, which is a positive note. The department recently did an exercise with a junk car that was torn apart using rescue tools (i.e. jaws of life). In September the department will be working on the Yankee drill. Chief Brandon Sprague will join the next meeting to talk about park access in the event of a fire.

Radios and Pagers: A request has been made that should Police Chief Shippee respond to a medical call, this should be communicated to the other EMTs and first responders. As she responds using a police frequency, they are not informed. Chair Morse will send the request to the chief.

SCBA Tanks: The SCBA tanks at the Fire Station will be inspected, which Chair Morse does not believe will pass. Two were recently replaced at a cost of \$17,000. An informational offer to lease these tanks was sent to the town, at a cost of \$64,136 for eight tanks over a period of ten years.

Warrants: Selectman Sokol signed Payroll Warrant 03-19 and Vendor Warrant 04-19. They will be left on the table in the selectmen's office for Selectman May to sign. If they are not signed by Friday, Chair Morse will invoke the rule of necessity and sign them.

Next Meeting: The Board will meet on Tuesday, August 21st at 6:30.

Adjourn: A motion was made by Chair Morse to adjourn, and was seconded by Selectman Sokol. The vote was 2-0-0 in favor. The meeting was closed at 7:42.

Respectfully Submitted,
Paul McLatchy III, Administrative Clerk

Approved on: _____

Jennifer Morse, Chair

Chuck Sokol, Member

Documents:

1. Agenda 8-8-18
2. Minutes of 7-25-18 Meeting
3. Goal Post Remarks- Janice Boudreau
4. Insurance Breakdown by Person
5. Gill Engineering Proposal
6. Email from Town Counsel Re: Burn House
7. Scott Pak Quote from IPS
8. Scott Pak Financing Quote
9. Email to Board of Health Re: MGL c.40U
10. Blackboard Renewal Notice
11. Tax Reconciliation Packet from Accountant
12. Fire Department July 2018 Report
13. Hazardous Mitigation Action Plan
14. MA Office on Disability Grant Program
15. FRCOG Inspection Program Report
16. Police Department June 2018 Report
17. Health Insurance Voting Information History (5 Pages)